



## REQUEST AND RECOMMENDATION

### ONE YEAR OPTION

#### 900+ Clock Hour Programs - Dental Assisting

#### Background:

To provide another option for adult students to apply prior learning toward a degree, Ohio legislators established what has come to be known as the One-Year-Option through Section 363.120 House Bill 59 of the 130<sup>th</sup> General Assembly. The Chancellor of the Ohio Department of Higher Education, in consultation with the Superintendent of Public Instruction and the Governor's Office of Workforce Transformation, was tasked to establish a One-Year Option credit articulation system in which graduates of Ohio's adult career-technical institutions who complete a 900-hour program of study AND obtain an industry-recognized credential approved by the Chancellor will be able to receive 30 technical semester credit hours toward a technical degree upon enrollment in a public institution of higher education. The Chancellor was also to recommend a process to award proportional semester credit hours for adult career-technical institution students who complete a program of study between 600 and 899 hours AND obtain an industry-recognized credential approved by the Chancellor. The Chancellor convened a broad group of stakeholders to develop a system of articulation for the One Year Option that was presented in a report to the legislature called, *"Getting to 30: Establishing a One Year Option Credit Articulation System for Ohio."*

In order to implement the system of articulation developed with the stakeholders as well as address accreditation requirements for degree granting institutions, the Chancellor convened Credit Affirmation Teams (CATs) to conduct a peer review of programs and certifications for affirmation for a block of 30 semester hours of technical credit. The CATs were comprised of faculty and administrators from Ohio Technical Centers (OTCs) and an equal number from public degree granting colleges and universities in Ohio. The CATs were organized by four discipline clusters: Health and Allied Health, Building and Industrial Technology, Business and Information Technology, and Services. They were charged with reviewing the certifications and, if necessary, program content, to affirm that students completing the selected program at an Ohio Technical Center and earned approved certifications had demonstrated competencies equivalent to 30 semester hours of technical credit. This technical credit would then be granted, as a block, upon enrollment in a degree granting institution. Additional subject matter experts were consulted when core team members did not have sufficient content knowledge of the program being reviewed.

## Recommendation

As detailed in the attached template, the Health and Allied Health Credit Affirmation Team recommends that students will be eligible for a block of 30 semester hours of technical credit towards an *Associate of Technical Studies in Health and Allied Health Technology* when:

- the student has successfully completed a 900+ clock hour program in Dental Assisting at an Ohio Technical Center.

**And** currently holds the following credential:

- Dental Assisting National Board (DANB) Certified Dental Assistant (CDA) certification

**And** currently holds **ONE** of the following credentials:


- American Red Cross Cardiopulmonary Resuscitation (CPR)
- American Red Cross Basic Life Support (BLS)
- American Heart Association Cardiopulmonary Resuscitation (CPR)
- American Heart Association Basic Life Support (BLS)
- American Heart Association Advanced Cardiovascular Life Support (ACLS)

Please note all credentials must be current, valid, and in good standing.

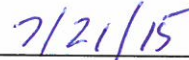
End of Comment Period: July 17, 2015 at 1:40 pm  
No comments received, recommend approval

**RECOMMENDATION**

The Vice Chancellor of Academic Affairs has verified that this pathway has met the standards and requirements of the Ohio Board of Regents.

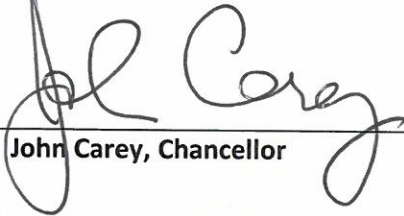


Stephanie Davidson, Vice Chancellor of Academic Affairs



Date

**APPROVAL**



John Carey, Chancellor



Date

HPA

**One-Year Option**  
**Certification Affirmation Template**

*The Program Affirmation Template is designed to provide a common matrix for a peer review process acceptable to the Higher Learning Commission to soundly affirm award 30 semester hours of technical credit for Ohio Technical Center graduates who are eligible for the One Year Option. The template should be completed for every program/subject and signed by the co-chairs of each of the four cluster program areas for every Industry-recognized credential and program reviewed.*

*Please note: All Ohio Technical Centers must be accredited by one of the following: [Council on Occupational Education \(COE\)](#) and/or [Accrediting Commission of Career Schools and Colleges \(ACCSC\)](#).*

<b>Program Name:</b> Dental Assisting  <b>CIP Code:</b> 51.0601	<b>Cluster</b> <input type="checkbox"/> Business & Information Technologies <input checked="" type="checkbox"/> Health/Allied Health <input type="checkbox"/> Industrial Trades <input type="checkbox"/> Service Industries & Agriculture				
<b>STEP ONE: CREDENTIAL REVIEW: PATHWAY I</b>					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 60%; text-align: center;">Details/Explanation</th> <th style="width: 40%; text-align: center;">Comments</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <div style="background-color: #d3d3d3; padding: 5px;">Primary Industry Credential(if there are competing certifications complete page multiple times)</div> <div style="padding: 5px;"> <b>Name:</b> Dental Assisting National Board (DANB) Certified Dental Assistant (CDA)  <b>Type:</b>  <input type="checkbox"/> License  <input type="checkbox"/> Registry  <input checked="" type="checkbox"/> Certification               </div> </td> <td style="vertical-align: top; padding: 5px;"> <b>Certifications:</b>                General Chairside Assisting (GC)                Radiation Health and Safety (RHS)                Infection Control (ICE)                 All three (3) certifications must be passed within a five (5) year period in order to obtain a DANB CDA. Components may be taken together or separately.   <b>Renewal:</b>                To keep a CDA current, a minimum of 12 credit hours of Continuing Dental Education (CDE) must be completed annually, as well maintaining a current CPR certification.             </td> </tr> </tbody> </table>	Details/Explanation	Comments	<div style="background-color: #d3d3d3; padding: 5px;">Primary Industry Credential(if there are competing certifications complete page multiple times)</div> <div style="padding: 5px;"> <b>Name:</b> Dental Assisting National Board (DANB) Certified Dental Assistant (CDA)  <b>Type:</b>  <input type="checkbox"/> License  <input type="checkbox"/> Registry  <input checked="" type="checkbox"/> Certification               </div>	<b>Certifications:</b> General Chairside Assisting (GC) Radiation Health and Safety (RHS) Infection Control (ICE)  All three (3) certifications must be passed within a five (5) year period in order to obtain a DANB CDA. Components may be taken together or separately.  <b>Renewal:</b> To keep a CDA current, a minimum of 12 credit hours of Continuing Dental Education (CDE) must be completed annually, as well maintaining a current CPR certification.
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**One-Year Option**  
**Certification Affirmation Template**

Program requirements by credentialing body.

There are three (3) Pathways to DANB credentialing, each with different requirements:

**Pathway I:**

1. Graduation from a Commission on Dental Accreditation accredited dental assisting or dental hygiene program
2. Current CPR from a DANB-accepted provider

**Pathway II:**

1. High school graduation or equivalent
2. Minimum of 3,500 hours of approved work experience
3. Current CPR from a DANB-accepted provider

**Pathway III:**

1. Former DANB CDA status, or graduation from a Commission on Dental Accreditation- accredited DDS or DMD program, or graduation from a dental degree program outside the U.S. or Canada
2. Current Cardiopulmonary Resuscitation (CPR), Basic Life Support (BLS) or Advanced Cardiac Life Support (ACLS) from a DANB-accepted provider [Approved providers are: American Environmental Health and Safety, American Heart Association, American Red Cross (card or certificate accepted), American Safety and Health Institute, Canadian Red Cross, Emergency Care and Safety Institute, Emergency First Response, Emergency Medical Training Associates, Emergency University\*, EMS Safety Services, Medic First Aid, Military Training Network, National Safety Council (Green Cross), ProCPR\*, OR Saudi Heart Association]

\*Not all courses include the hands-on exam, so check with the provider before taking the course to be sure it will be accepted by DANB.

**Required for all three Pathways:**

CPR, BLS or ACLS must be current at the date of application and exam

**About the Exam:**

The CDA exam is a secure, proctored written exam, offered at Pearson VUE locations. Students apply for a Testing Window. Once all application materials are received, a *Test Admission Notice* is sent to the student within four weeks. The *Test Admission Notice* indicates a 60-day window. Students may request an extension to the window or reschedule the exam by calling Pearson VUE to cancel the original appointment and submitting appropriate paperwork to DANB to reschedule. Testing policies can be found in the [CDA Application Packet](#).

All results are on a Pass/Fail basis. If any of the three certifications are failed, only that component must be repeated. Students receive preliminary results at the Testing Center. Official results and any earned certificates are mailed to applicant within four weeks of the exam date.

**Exam Integrity:**

To ensure a consistently high-quality testing program, each exam is routinely reviewed for reliability and validity. Each exam question is statistically analyzed and evaluated for performance. A small number of pretest questions appear on each DANB national exam. Pretest questions are new test items that DANB includes on each exam as a way to ensure questions are accurate measures of candidate knowledge. Pretest questions are randomly distributed throughout the exam and are not counted in the final exam results. Since the candidate will not know which items are pretest questions and which are not, the candidate should answer all exam questions

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**Certification Affirmation Template**

		<p>to the best of his/her ability.</p> <p>DANB exam committees, with final DANB Board approval, establish passing standards (the minimum required to pass a particular DANB exam) using standard psychometric procedures for criterion-referenced exams. A candidate is expected to perform at or above the Board-established standard to pass each exam.</p>
Hour Requirements (includes any instructional, lab/practice hours, or internship hours).	<p>There are no specific required hour requirements for pathway I and pathway III. However, all competencies must be covered. Pathway II requires a minimum of 3,500 hours work experience as a dental assistant, accrued over a period of at least two years to a maximum of four years; employment must be verified by a licensed dentist.</p>	<p>In addition to all other requirements, the <i>Employer Work Experience Statement</i> must be completed for Pathway II. This can be found on page 15 of the <a href="#">CDA Application Packet</a>.</p>
Competencies demonstrated by credential attainment.	<p><a href="#">DANB CDA Blueprint</a></p> <p><b>General Chairside Assisting (GC) Exam Blueprint</b></p> <ul style="list-style-type: none"> <li>I. Collection and Recording of Clinical Data <ul style="list-style-type: none"> <li>a. Demonstrate understanding of basic oral and dental anatomy, physiology and development</li> <li>b. Preliminary Physical Examination</li> <li>c. Charting</li> <li>d. Diagnostic Aids</li> <li>e. Treatment Documentation</li> </ul> </li> <li>II. Chairside Dental Procedures <ul style="list-style-type: none"> <li>a. Four-Handed Dentistry Techniques</li> <li>b. Select and Prepare Armamentarium</li> <li>c. Describe how to perform and/or assist with intraoral procedures</li> <li>d. Patient Management</li> </ul> </li> <li>III. Chairside Dental Materials (Preparation, Manipulation, Application) <ul style="list-style-type: none"> <li>a. Impression</li> </ul> </li> </ul>	



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- b. Restorative
  - c. Sedative/Palliative
  - d. Other Dental Materials
- IV. Laboratory Materials and Procedures
  - a. Select and describe how to manipulate and store materials
  - b. Demonstrate an understanding of laboratory procedures
- V. Patient Education and Oral Health Management
  - a. Oral Health Information
  - b. Pre-/Post-Treatment Instruction
  - c. Demonstrate understanding of plaque control techniques
  - d. Nutrition
- VI. Prevention and Management of Emergencies
  - a. Medical Conditions/Emergencies
  - b. Dental Conditions/Emergencies
- VII. Office Operations
  - a. Supply and Inventory Control
  - b. Maintenance of Equipment/Instruments
  - c. Demonstrate understanding of patient reception, communication and accounting
  - d. Legal Aspects of Dentistry

**Radiation Health and Safety (RHS) 2015 Exam Blueprint**

- I. Expose and Evaluate
  - a. Assessment and preparation
  - b. Acquire
  - c. Evaluate
  - d. Patient Management
- II. Quality Assurance and Radiology Regulation
  - a. Quality Assurance
  - b. Radiology Regulations
- III. Radiation Safety for Patients and Operators
  - a. Identify current American Dental Association (ADA) guidelines for frequency of exposure to

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**Certification Affirmation Template**

radiation.

- b. Apply the principles of radiation protection and hazards in the operation of radiographic equipment.
- c. Demonstrate knowledge of patient safety measures to provide protection from x-radiation.
- d. Address patient concerns about radiation, including informed consent or patient refusal of radiography.
- e. Demonstrate understanding of operator safety measures to provide protection from x-radiation.
- f. Describe techniques for monitoring individual x-radiation exposure.

IV. Infection Control

- a. Standard Precautions for Equipment
- b. Standard Precautions for Patients and Operators

**Infection Control (ICE) Exam Blueprint (Referencing 2003 CDC Guidelines for Infection Control in Dental Health-Care Settings and Occupational Safety and Health Administration (OSHA) Standards)**

I. Patient and Dental Healthcare Worker Education

- a. Demonstrate understanding of infectious diseases and their relationship to patient safety and occupational risk.
- b. Demonstrate understanding of the procedures and services being delivered and their consequences to the patient, family, other patients, and oral healthcare personnel.
- c. Demonstrate understanding of the need for immunization against infectious diseases (e.g., hepatitis B).

II. Standard/Universal Precautions and Prevention of Disease Transmission

- a. Prevent cross-contamination and disease transmission.
- b. Maintain aseptic conditions.
- c. Demonstrate an understanding of instrument



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	<p>processing.</p> <p>d. Demonstrate an understanding of asepsis procedures.</p> <p>III. Occupational Safety</p> <p>a. Follow the standards and guidelines of occupational safety for dental office personnel</p> <p>b. Incorporate all safety measures for chemical and physical hazards</p> <p>c. Maintain and document a quality assurance (quality improvement) program for infection control and safety throughout the dental office.</p>	
Rationale:	<ol style="list-style-type: none"> <li>1) In order to be eligible to sit for the CDA, candidates must have graduated from a Commission on Dental Accreditation accredited dental assisting or dental hygiene program and have current CPR credential from a DANB-accepted provider.</li> <li>2) Other routes of eligibility for the CDA certification exam are equally stringent.</li> <li>3) The credentialing exam is valid, reliable, and peer-reviewed regularly to ensure that the content accurately measures the intended competencies.</li> <li>4) DANB is approved by the National Commission for Certifying Agencies (NCCA) and is a member of the Institute for Credentialing Excellence (ICE) which further ensures the validity and reliability of the CDA exam.</li> <li>5) DANB is the national certification board for dental assistants, and is supported by the American Dental Association, Academy of General Dentistry, American Dental Education Association, American Dental Assistants Association, American Association of Dental Boards, Academy of Oral and Maxillofacial Radiology, Organization for Safety, Asepsis and Prevention.</li> <li>6) The CDA exam is administered by a secure, well-respected, third-party testing company (Pearson VUE) and is primarily delivered in computer-based format to increase security &amp; better maintain up-to-date content delivery.</li> <li>7) The competencies measured by the CDA exam are a result of job-analysis studies and frequent peer-review and thus directly reflect the industry standards of the Certified Dental Assistant profession.</li> <li>8) In order to remain credentialed, a minimum of 12 credit hours of Continuing Dental Education (CDE) must be</li> </ol>	

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completed annually, as well maintaining a current CPR certification.

Taking the reliability of the exam, rigor of the program, and the review of content, the Health Credit Affirmation Team believes that attaining the DANB Certified Dental Assisting (CDA) credential following completion of a 900+ hour Ohio Technical Center Dental Assisting program to be equivalent to a block of 30 technical credits for the One Year Option.

**ONLY IF NECESSARY TO AFFIRM 30 CREDITS----STEP TWO: PROGRAM-RELATED COMPETENCIES OBTAINED OUTSIDE OF PRIMARY CREDENTIAL**

	Details/Explanation	Comments
Additional related complementary credential(s) or badge(s) (e.g. OSHA 10, CPR).	<p>Students must obtain at least one of the following certifications:</p> <ul style="list-style-type: none"> <li>American Red Cross Cardiopulmonary Resuscitation (CPR)</li> <li>American Red Cross Basic Life Support (BLS)</li> <li>American Heart Association Cardiopulmonary Resuscitation (CPR)</li> <li>American Heart Association Basic Life Support (BLS)</li> <li>American Heart Association Advanced Cardiovascular Life Support (ACLS)</li> </ul>	<p>Link to American Red Cross CPR  <a href="http://www.redcross.org/take-a-class/program-highlights/cpr-first-aid/workplaces-schools-individuals">http://www.redcross.org/take-a-class/program-highlights/cpr-first-aid/workplaces-schools-individuals</a></p> <p>Link to American Red Cross BLS  <a href="http://www.redcross.org/take-a-class/program-highlights/cpr-first-aid/healthcare-and-public-safety">http://www.redcross.org/take-a-class/program-highlights/cpr-first-aid/healthcare-and-public-safety</a></p> <p>Link to American Heart Association CPR  <a href="http://www.heart.org/HEARTORG/CPRAndECC/CorporateTraining/HeartsaverCourses/Heartsaver-First-Aid-CPR-AED---Classroom_UCM_303778_Article.jsp">http://www.heart.org/HEARTORG/CPRAndECC/CorporateTraining/HeartsaverCourses/Heartsaver-First-Aid-CPR-AED---Classroom_UCM_303778_Article.jsp</a></p> <p>Link to American Heart Association BLS  <a href="http://www.heart.org/HEARTORG/CPRAndECC/HealthcareTraining/BasicLifeSupportBLS/Basic-Life-Support-BLS_UCM_001281_SubHomePage.jsp">http://www.heart.org/HEARTORG/CPRAndECC/HealthcareTraining/BasicLifeSupportBLS/Basic-Life-Support-BLS_UCM_001281_SubHomePage.jsp</a></p> <p>Link to American Heart Association ACLS  <a href="http://www.heart.org/HEARTORG/CPRAndECC/CorporateTraining/HeartsaverCourses/Heartsaver-First-Aid-CPR-AED---">http://www.heart.org/HEARTORG/CPRAndECC/CorporateTraining/HeartsaverCourses/Heartsaver-First-Aid-CPR-AED---</a></p>

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		<a href="#">Classroom UCM 303778 Article.jsp</a>	
Competencies demonstrated by additional credential attainment.	<b>CPR/BLS Certification Competencies</b> <ul style="list-style-type: none"> <li>Procedures to support and maintain breathing and circulation for an infant, child, or adult who has stopped breathing (respiratory arrest) and/or whose heart has stopped (cardiac arrest).</li> <li>Removing airway obstructions</li> <li>Indications for and use of automatic external defibrillator (AED)</li> </ul> <b>ACLS Certification Competencies</b> The Advanced Cardiovascular Life Support (ACLS) certification is designed for healthcare professionals who either direct or participate in the management of cardiopulmonary arrest and other cardiovascular emergencies. This includes personnel in emergency response, emergency medicine, intensive care and critical care units.	Certifications are for two years and then a refresher course is required to recertify for another two years	
Description of additional program elements beyond primary credential.			
Program related competencies/learning outcomes outside of credential(s). Include how competencies are demonstrated.			
Other Parameters of Competency.			
Related Programs as of Fall 2015:	<b>Ohio Technical Center</b>	<b>Program Name</b>	<b>Clock Hours</b>
	Choffin Career and Technical Center	Dental Assisting	1365
	Collins Career Center	Dental Assisting	1100
	Eastland-Fairfield Career Center	Dental Assisting	900

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	Great Oaks Institute of Technology	Dental Assisting	900
	Miami Valley Career Technical Center	Dental Assisting	900
	Polaris Career Center	Dental Assisting	900
	Scioto County Career Technical Center	Dental Assisting	900

Committee Members and Subject Matter Experts:	<b>Name</b> Chad Brown Kelly Darney Darline Foltz Stacy Franks King Jennifer Hall Emeline Kelly Barbara Mikuszewski Deborah Neal Jami Nininger Kathy Wilcox Denise Vaclav Danko Robert Bundy, CDA Wendi Harper, CDA	<b>Role</b> Co-Chair Co-Chair Member Member Member Member Member Member Member Member Subject Matter Expert Subject Matter Expert Subject Matter Expert	<b>Institution</b> Zane State College Columbiana County Career and Technical Center University of Cincinnati: Clermont College Tri-County Adult Career Center Cincinnati State Technical and Community College Tri-Rivers Career Center Cuyahoga Community College Scioto County Career Technical Center Knox County Career Center Clark State Community College Choffin Career and Technical Center Oregon City/Clay High School Scioto County Career Technical Center
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<b>OTHER COMMENTS.</b>		
<b>AFFIRMED NUMBER OF TECHNICAL BLOCK CREDITS</b>	30 semester hours	<b>LENGTH OF TIME CREDENTIAL CAN BE USED FOR ONE-YEAR OPTION:</b> Must have completed a 900+ hour Dental Assisting program at an Ohio Technical Center and hold a Dental Assisting National Board (DANB) Certified Dental Assistant (CDA) certification and an ACLS, BLS, or CPR certification from the American Heart Association or the American Red Cross.  All certifications must be current, valid, and in good standing.

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**Certification Affirmation Template**

Co-chair signatures:



Chad Brown, Provost and Executive Vice President  
Zane State College



Kelly Darney, Adult Education Director  
Columbiana County Career & Technical Center

Date: 5/26/2015

**Appendix 1: Rationale for not accepting the Certified Ohio Dental Assistant (CODA) credential**

The Health Credit Affirmation Team also reviewed the Certified Ohio Dental Assistant (CODA) credential offered through the Ohio Commission on Dental Assistant Certification (OCDAC). The Health Credit Affirmation team determined that due to the numerous differences among the Certified Dental Assistant (CDA) credential and the Certified Ohio Dental Assistant (CODA) stated below, the team could not soundly affirm college credit.

1. The CODA credential is recognized only in the State of Ohio. A CODA certificate holder would need to apply to another state dental association for certification in that state, or in some states he or she would need to take and pass the DANB CDA.
2. The OCDAC does not offer a clear cut curriculum for use by training programs. They supply a list of recommended textbooks for use in the program. Additionally, there is not a test plan readily accessible to instructors. However, some guidance can be obtained based on prior years' exams.
3. The OCDAC is a private entity which is administered by a small group of people, and the test is created by a team of Ohio dental assistants. There is no endorsement of this organization by the Ohio Dental Board (ODB).
4. Ohio does not require a dental assistant to be certified to perform chair side dental assisting. Therefore, the OCDAC only provides an alternative to national credentialing.
5. The only requirement set forth by the Ohio Dental Association is that any Dental Assistant who performs dental radiography must be certified. A short-term course of seven (7) hours, including a clinical component through an ODB approved provider, is offered by a list of facilities. Inclusion of this course is not a standard part of the OCDAC curriculum. Therefore, it is offered by some, but not all schools that credential through OCDAC.
6. Information obtained from a subject matter expert indicates that the CODA exam is proctored and is minimally secured. Only the Ohio Committee of Dental Assistants', who create the exam, know the content of the exam. When a student of a committee member is testing, the member is not permitted to be the volunteer test proctor for that skill. However, any of the volunteers can proctor the written exam, thus causing questions for the Health Credit Affirmation Team as to test security.
7. Since the OCDAC test is written and revised by a team of volunteer dental assistants, the Affirmation Team questioned the validity and reliability of the written test. Additionally, the test is given at various sites in Ohio; this created additional questions about the duplication of the testing environment, possibly leading to unfair advantage for some applicants.

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8. The CODA exam is offered twice per year, June and October, unless there are too many applicants. If this is the case, additional test dates are offered, at the discretion of the testing committee. The Team felt that this was further proof that the exam was not a dependable option for transfer of college credit.
9. The content expert mentioned that CODA has a continuing education requirement, but this is not clearly stated and he was uncertain about the number of continuing education hours required. Therefore, CODA certification could expire and not be renewed. This was found to be another reason to not approve this credential for college credit attainment.

In summary, the Certified Ohio Dental Assistant credential, offered by the Ohio Commission on Dental Assistant Certification, was not found by the Health Credit Affirmation Team to be a credential that can soundly affirm college credit. The test was not found to be valid and reliable, and the credentialing agency was not found to be credible.